

City of Ramsey
Agenda
Environmental Policy Board (EPB)
Monday, May 15, 2017
6:30 pm
The Lake Itasca Room, 7550 Sunwood Drive NW

- 1. Call to Order**
- 2. Citizen Input**
- 3. Approve Agenda**
- 4. Approve Minutes**
 1. Approve Meeting Minutes Dated April 17, 2017
- 5. Policy Board Business**
 1. Appoint Chairperson and Vice Chairperson
 2. Consider Landscape Plan for Stonebrook Academy
 3. Consider Tree Preservation Plan related to Sketch Plan for Estates of Silver Oaks 2nd Addition
 4. Update on Mayors for Monarchs Pledge and Kick-Off Planting
- 6. Board/Staff Input**
- 7. Adjournment**

Environmental Policy Board (EPB)

4. 1.

Meeting Date: 05/15/2017

By: Chris Anderson, Community
Development

Information

Title:

Approve Meeting Minutes Dated April 17, 2017

Action:

Attachments

Meeting Minutes Dated April 17, 2017

Form Review

Inbox

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 05/12/2017

Reviewed By

JoAnn Shaw

Date

05/12/2017 08:11 AM

Started On: 05/12/2017 08:08 AM

**ENVIRONMENTAL POLICY BOARD
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

On Monday, April 17, 2017, the Environmental Policy Board (EPB) met in the Lake Itasca Conference Room at the Ramsey Municipal Center, 7550 Sunwood Drive N.W., Ramsey, Minnesota.

Members Present: Vice Chair Michael Valentine
Board Member Colleen Anderson
Board Member Reid Bernard
Board Member Jane Covart
Board Member Michael Hiatt

Members Absent: Chairperson Thomas Stodola
Board Member Lucas Trossen

Also Present: City Planner Chris Anderson

1. CALL TO ORDER

Vice Chair Valentine called the meeting to order at 6:30 p.m.

2. CITIZEN INPUT

None.

3. APPROVE AGENDA

Motion by Board Member Covart and seconded by Board Member Anderson to approve the agenda as submitted.

Motion carried. Voting Yes: Vice Chair Valentine, Board Member Covart, Anderson, Bernard, and Hiatt. Voting No: None. Absent: Chairperson Stodola and Board Member Trossen.

4. APPROVE MINUTES

4.01: Approve Meeting Minutes Dated March 20, 2017

Motion by Board Member Bernard and seconded by Board Member Covart to approve the regular meeting minutes dated March 20, 2017.

Motion carried. Voting Yes: Vice Chair Valentine, Board Member Bernard, Covart, Anderson, and Hiatt. Voting No: None. Absent: Chairperson Stodola and Board Member Trossen.

5. POLICY BOARD BUSINESS

5.01: Consider Oak Wilt Management Plan for Brookfield 8th Addition

City Planner Anderson presented the staff report. He stated Capstone Homes/Brookfield Land LLC has applied for Final Plat approval of Brookfield 8th Addition, a 25-lot, single-family residential development. He noted in September 2016, the Board reviewed multiple aspects of this project, including the Tree Preservation and Landscaping Plans. The applicant revised their plans based on recommendations from the EPB and actions by the Planning Commission and the Final Plat was considered by the City Council on February 28, 2017. The project is still awaiting action by the Metropolitan Council regarding a Comprehensive Plan Amendment to re-guide a portion of the project area to Low Density Residential so that the two lots at the end of the cul-de-sac can be serviced with municipal sewer and water. Due to this contingency, along with discussion about a cost-share agreement to extend the water main south to 166th Avenue, the City Council tabled action until these two items were resolved. As a result, construction timelines have been revised and now will coincide with the high-risk time-period for Oak Wilt. City Planner Anderson provided the location of the project on a map for the Board. This will go before the Metropolitan Council next Wednesday for the Comp Plan Amendment. City Council will not take action until its' first meeting in May.

City Planner Anderson stated construction is likely to begin around May 15. Due to concerns with oak wilt, the applicant has submitted an Oak Wilt Management Plan that outlines the precautions they will take to address the potential introduction of and/or spread of oak wilt to other adjacent properties. A copy of the Oak Wilt Management Plan was provided in the Board packet. City Planner Anderson reviewed the plan and noted the proposed management strategy is reasonable and should be effective at controlling the already present pocket of oak wilt. All costs associated with this request are the responsibility of the Applicant.

Motion by Board Member Hiatt and seconded by Chairperson Anderson to recommend City Council approve the Oak Wilt Management Plan for Brookfield 8th Addition.

Motion carried. Voting Yes: Vice Chair Valentine, Board Member Hiatt, Anderson, Bernard, and Covart. Voting No: None. Absent: Chairperson Stodola and Board Member Trossen.

5.02: Consider Landscape Plan for Riverstone Addition

City Planner Anderson presented the staff report. He explained the purpose of this case is to consider the landscape plan for Riverstone Addition, a 293-lot residential subdivision. He reported the City's Natural Resource Inventory (NRI) identifies a small, non-native plant community in the northern portion of the site. Beyond that there are no other significant natural areas on the property. The landscape plan includes boulevard trees throughout the proposed development as well as a landscaped berm along the railroad tracks to the south and plantings along the proposed trails and neighborhood park as well. The overall number of plantings exceeds the minimum requirement outlined in City Code. All species are acceptable as is the size of trees. Staff has discussed with the Developer options of ground cover and suggested that the berm be finished with a native seed mix that is not only more pollinator friendly, but also an opportunity to reduce maintenance costs (mowing and watering) for the HOA. The development plan will return to the Board for review at an upcoming meeting. City Planner Anderson noted the location of the project on a map. The landscape plan includes the 90 acres. The focus is on the first phase, which is the southern portion of the area. Construction will begin in the southeastern portion of the project. In the northwest,

there is a small area of tree cover. Tree preservation is not as critical at this stage because the first couple phases are in an area without any tree cover. The tree inventory will be done during future phases of the development. There is a small naturalized area that cut into the cropland area. There are no significant areas of ecological importance. Staff is supportive of the Landscape Plan for Riverstone Addition with additions on how the berm will be vegetated. The berm will be part of phase one (First Addition) of the development.

Vice Chair Valentine stated that would be an exciting place to live.

Board Member Anderson asked if there are sidewalks along the berm.

City Planner Anderson stated there would be no sidewalks along the berm. There are walking trails and sidewalks within the development. There will be a “private” park that will be accessible to the general public. There is a plan for a turfed open space.

Board Member Anderson noted it would be nice to have signage indicating the plantings in the natural area. The berm will be a barrier to the railroad tracks and would have natural growth and not be mowed.

Board Member Covart asked about the vision clearance triangle.

City Planner Anderson explained and made a handwritten drawing to explain it to the Board. Adjustments may need to be made to plantings in the field to keep the vision clearance triangle clear.

Motion by Board Member Anderson and seconded by Chairperson Hiatt to recommend approval of the proposed landscape plan for Riverstone Addition, contingent upon compliance of the Staff Review Letter.

Motion carried. Voting Yes: Vice Chair Valentine, Board Member Anderson, Hiatt, Bernard, and Covart. Voting No: None. Absent: Chairperson Stodola and Board Member Trossen.

5.03: Recommend Revisions to the Draft Master Plan Amendment – Mississippi West Regional Park

City Planner Anderson reviewed the purpose of this case is to provide a recommendation to Ramsey City Council on the Draft Master Plan Amendment for Mississippi West Regional Park. The City is looking at extending Riverdale Drive to Ramsey Blvd this year. In order to do this some land is needed. A frontage road system will be constructed along Highway 10. The County has prepared a Master Plan Amendment that needs to be reviewed by the Metropolitan Council. The shoreline has had some serious erosion issues and should be included in the Master Plan comments. Staff does not want to lose sight of the shoreline inventory that was recently completed. Staff is requesting comments be included regarding the shoreline inventory along the Mississippi River and bank stabilization.

Motion by Board Member Bernard and seconded by Board Member Covart to recommend incorporation of findings from the Mississippi Shoreline Inventory in the comments submitted.

Further discussion: Board Member Hiatt asked how much land is involved and City Planner Anderson stated 273 acres (3½ miles of shoreline). Board Member Hiatt asked about the pedestrian bridge and City Planner Anderson stated it is in the City's plan and will be included in comments to the Draft Master Plan. Board Member Covart asked how much input the City of Ramsey will have on what goes into the Park and City Planner Anderson stated the City may be able to provide comments but won't be the leading force in determining what is going into the Park. City Planner Anderson showed the development plan for the park. It will be a natural resources park when all improvements are made. Board Member Covart asked about campsites believing she read that somewhere. City Planner Anderson stated he is not aware of campsites. Board Member Hiatt asked if there is a timeline and City Planner Anderson stated there is no definitive timeline on park improvements. The development will take some time. Board Member Hiatt said it will be a great addition to the City.

Motion carried. Voting Yes: Vice Chair Valentine, Board Member Bernard, Covert, Anderson, and Hiatt. Voting No: None. Absent: Chairperson Stodola and Board Member Trossen.

6. BOARD / STAFF INPUT

- **Comprehensive Plan Update Workshop**

City Planner Anderson reminded the Board on June 12 there will be a Comprehensive Plan Update Workshop on the Natural Resources Chapter. Board Members were encouraged to attend the workshop.

Board Member Anderson stated a neighbor of hers had comments about the maintenance of some of the trails in the City and would it be appropriate for her to attend the workshop.

City Planner Anderson suggested she call the Parks Department (Mark Riverblood) with her concerns.

It was noted that the Spring Recycling Event will be held May 6, 8:00 a.m. – 12 noon, at the Public Works Campus.

7. ADJOURNMENT

Motion by Board Member Hiatt and seconded by Board Member Anderson to adjourn the meeting.

Motion carried. Voting Yes: Vice Chair Valentine, Board Member Hiatt, Anderson, Bernard, and Covart. Voting No: None. Absent: Chairperson Stodola and Board Member Trossen.

The meeting adjourned at 7:15 p.m.

Respectfully submitted,

Chris Anderson
City Planner

ATTEST:

JoAnn Shaw
Community Development Secretary

Drafted by Debbie Wolfe
TimeSaver Off Site Secretarial, Inc.

Environmental Policy Board (EPB)

5. 1.

Meeting Date: 05/15/2017

By: Chris Anderson, Community
Development

Information

Title:

Appoint Chairperson and Vice Chairperson

Purpose/Background:

Each year the Commissions and Boards appoint officers. Currently, Mr. Tom Stodola serves as Chairperson and Mr. Mike Valentine serves as the Vice Chair.

Action:

Motion to appoint _____ as Chairperson of the Environmental Policy Board through March 2018.

-and-

Motion to appoint _____ as Vice Chairperson of the Environmental Policy Board through March 2018.

Attachments

No file(s) attached.

Form Review

Inbox

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 05/12/2017

Reviewed By

JoAnn Shaw

Date

05/12/2017 08:11 AM

Started On: 04/17/2017 06:15 PM

Meeting Date: 05/15/2017

By: Chris Anderson, Community
Development

Information

Title:

Consider Landscape Plan for Stonebrook Academy

Purpose/Background:

The City has received an application for Final Plat and Site Plan for Stonebrook Academy, a proposed 8,880 square foot building for a new child care center to be located west of Sunwood Village between Sunwood Drive and Veterans Drive. The purpose of this case is to review the proposed Landscape Plan for the project. The COR Design Framework emphasizes landscape improvements for the 'streetscape' and is less prescriptive for the private property. Streetscape elements would include sidewalks, boulevards and boulevard plantings.

Observations/Alternatives:

Streetscape enhancements will be required along both Yolite Street and Veterans Drive (streetscape is already established along Sunwood Drive). The proposed species and sizes are acceptable (with a note regarding shrub size in the review letter). The Staff Review Letter does identify certain plan revisions that are necessary. Primarily, the revisions address the boulevard width (shall be six [6] feet wide), adding language to the Notes to address water efficient components for the irrigation system and to specify that topsoil is required across all disturbed areas not otherwise improved with impervious surfacing. Finally, more detail is required with regard to how the existing streetscape along Sunwood Drive will be protected throughout construction.

While The COR Design Framework does not specify minimum planting requirements on private property, the developer is proposing landscaping for the interior of the site. The proposal includes a mixture of evergreen trees, ornamental trees, and shrubs and perennials. Staff supports the overall Landscape Plan with the necessary revisions outlined in the Staff Review Letter.

Funding Source:

The Applicant is responsible for all costs associated with this request.

Action:

Motion to recommend approval of the Landscape Plan contingent on compliance with the Staff Review Letter.

Attachments

[Site Location Map](#)

[Site Plan](#)

[Landscape Plan](#)

[Staff Review Letter](#)

Form Review

Inbox

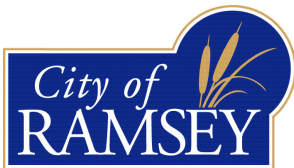
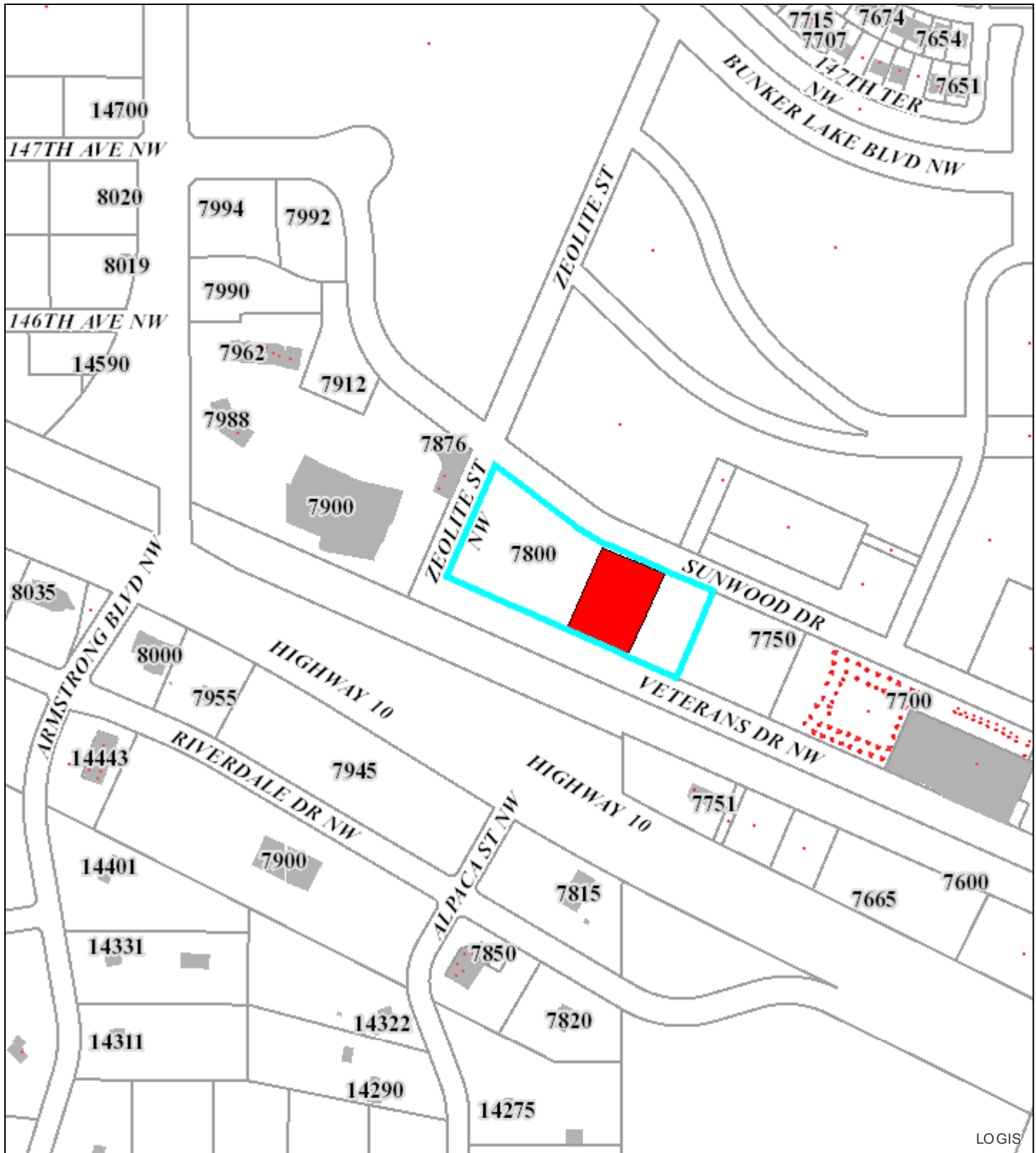
Reviewed By

Date

Tim Gladhill
Form Started By: Chris Anderson
Final Approval Date: 05/12/2017

JoAnn Shaw

05/12/2017 08:11 AM
Started On: 05/11/2017 12:28 PM



Stonebrook Academy

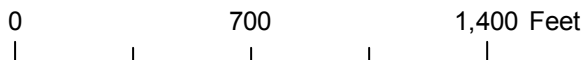
7800 SUNWOOD DR NW
28-32-25-23-0010

Legend

-  Site
-  Parcels



Print Date: April 28, 2017





HEREBY CERTIFY THAT THIS PLAN, SPECIFICATIONS, AND CONTRACT DOCUMENTS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A FULLY LICENSED ARCHITECT IN THE STATE OF MINNESOTA.
 PRINT NAME: **Quinn S. Hulston**
 SIGNATURE: *[Signature]*
 DATE: 05/04/17 LIC. NO.: 21234
 7800 WEST 147TH STREET SUITE 504 APPLE VALLEY, MN 55247-7580 (626) 431-4433
 © COPYRIGHT BY CNH ARCHITECTS, INC.

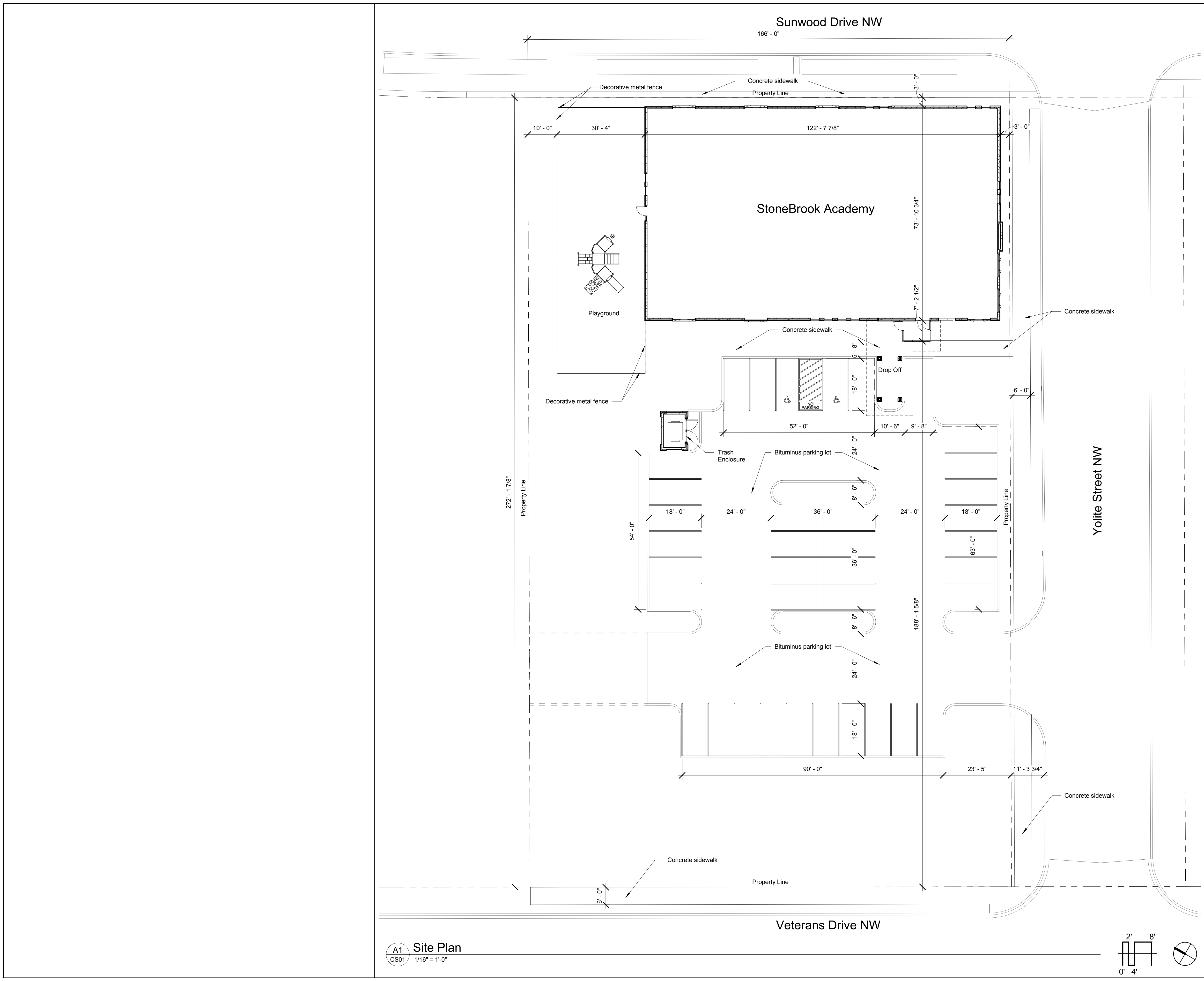
CNH NO.: 17018
 DATE: 05/04/17
 REVISIONS:

StoneBrook Academy
 7800 Sunwood Drive
 Ramsey, MN 55303
 Site Plan

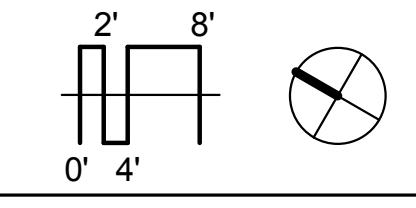
CS01

CITY SUBMITTAL

Building Statistics	
Proposed Name	StoneBrook Academy
Type of Use	Daycare
Expected Number of Employees	22-24
Zoning	COR-2
Site Statistics	
Site Square Footage	45,178 SF
Site Acreage	1.04 Acres
Building Square Footage / Percentage	9,110 SF / 20%
Impervious Surface Square Footage / Percentage	24,373 SF / 54%
Green Space Square Footage / Percentage	20,805 SF / 46%
Parking Spaces	37 (Including 2 Handicap)
F.A.R.	20



A1 Site Plan
 CS01 1/16" = 1'-0"



C:\Revit\REVIT 2017\17018 - Ramsey Daycare_msd\planas.rvt
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CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	MAY 12, 2017	PROJECT ADDRESS	TBD
PROJECT. TITLE	STONEBROOK ACADEMY		
ESCROW #	115699		
DEPARTMENT:	Community Development: Planning Division (Landscape Plan & Environmental Resources)		
TECHNICAL REVIEWER:	Name: Chris Anderson, City Planner Phone: 763-433-9817 Email: canderson@cityoframsey.com		

The project is located within The COR, which has specific design standards relating to streetscape improvements, including sidewalk widths, boulevard widths, and boulevard plantings, which are outlined in Table 4 of the Sub-District Framework – COR2 Commercial in The COR Design Framework. Furthermore, the Design Framework also addresses street furniture, which outlined in the Master Streetscape Plan.

We offer the following comments regarding the Landscape Plan, prepared by CNH Architects and dated May 4, 2017, and the Yolite St design plans, prepared by Hakason Anderson and dated May 4, 2017, as it relates to The COR Design Framework:

Sheet L1:

- Update irrigation notes to specify that the irrigation system shall include one or more water efficient technologies, such as a smart controller, soil moisture sensors, ET sensors, etc.
- Add Landscape Note specifying that all areas, including boulevards, not otherwise improved with impervious surfaces shall receive four (4) inches of topsoil meeting the City’s topsoil specification. Copies of the load tickets shall be provided to the City and a topsoil inspection shall be completed prior to installation of any landscaping.
- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).
- Boulevard area along both Veterans Drive and Yolite St shall be improved with topsoil and sod and this must be reflected on the plan set.
- The driveway surface must be extended to connect with the western property boundary for access for future development (this will also require a cross-access easement recorded against the properties).
- Update the Tree Installation Detail to specify that the first set of primary roots shall be at finished grade.
- Boulevard trees shall have branching beginning no lower than six (6) feet above grade.
- Add a Landscape Note that states the City requires a pre-planting meeting to review expectations for all street tree installations.

- Add note stating that any deviation from the approved Final Plat Schedule shall require approval of the City prior to installation.
- Add details of how the existing streetscape along Sunwood Drive will be protected throughout construction (scaffolding with tunnel works best as it also allows for pedestrian movement along sidewalk throughout construction).
- Update Plant Schedule to indicate that shrubs shall be at least twenty-four (24) inches in height or width, depending on species characteristics, at the time of planting.
- The proposed shrubs between the parking lot and Yolite Street must be of a columnar nature to avoid conflicts with pedestrians utilizing the sidewalk.

Sheet CS01

- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).
- The driveway surface must be extended to connect with the western property boundary for access for future development (this will also require a cross-access easement recorded against the properties).
- Add details of how the existing streetscape along Sunwood Drive will be protected throughout construction (scaffolding with tunnel works best as it also allows for pedestrian movement along sidewalk throughout construction).

Sheet 12

- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).

Sheet 13

- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).

Sheet 14

- Boulevards shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall be six (6) feet in width and shall be clearly labeled on plan sheets.
- Sidewalks shall have alternating brush strokes per panel (see City specification).

Meeting Date: 05/15/2017

By: Chris Anderson, Community
Development

Information

Title:

Consider Tree Preservation Plan related to Sketch Plan for Estates of Silver Oaks 2nd Addition

Purpose/Background:

The City has received a Sketch Plan for a proposed eight (8) lot subdivision to be known as Estates of Silver Oaks 2nd Addition. The site is located east of TH 47 and north of 162nd Lane. Normally a Sketch Plan includes a simple layout of lot configuration for initial review and feedback from the Planning Commission; however, this submittal was more detailed in nature and did include a Tree Preservation Plan. The site is currently zoned R-1 Residential (Rural Developing) and thus, as proposed, a Zoning Amendment and Comprehensive Plan amendment would also be needed.

Observations/Alternatives:

The City's Natural Resources Inventory (NRI) identifies the majority of this site as a moderate quality oak forest. Additionally, it is part of a larger, contiguous natural area/corridor. Development of this site should be done with conservation principles or strategies in mind to avoid, at least to the extent feasible, fragmenting this natural corridor. Furthermore, since this is a fairly dense canopy dominated by oak, an oak wilt management plan should be developed to minimize the chances of introduction or spread of the oak wilt fungus.

The Tree Preservation Plan is lacking certain information to make a determination as to whether it complies with City Code or not. Again, this is more detailed information than normally submitted for Sketch Plan, but nonetheless, it is information that will ultimately be needed.

The plan submittal is also deficient with regard to a Landscape Plan. Once again, not a requirement for Sketch Plan, which is why we are continuing with review of the application, but will be needed for the next step in the review process (Preliminary Plat).

More information is required on the Tree Preservation Plan before Staff can make a formal recommendation. Again, the developer is ahead of the game in terms of the level of detail with the plan submittal for Sketch Plan, so while some detail is lacking, they have made a concerted effort provide greater detail than typical at this stage.

Funding Source:

All costs associated with this request are the responsibility of the Applicant.

Action:

No formal action is being sought at this stage.

Attachments

Site Location Map

Sketch Plan

NRI Image

Tree Preservation Plan

Staff Review Letter

Form Review

Inbox

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 05/12/2017

Reviewed By

JoAnn Shaw

Date

05/12/2017 08:11 AM

Started On: 05/11/2017 03:37 PM



Levin Property

Oakwood Development Concept




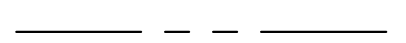
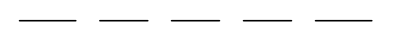
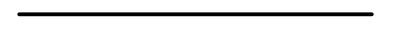


Aerial Photo: Flown Spring of 2014



SHEET INDEX

- C0 COVER SHEET
- UTILITY AND STREET CONSTRUCTION
- C1 LITHIUM ST NW
- C2 DETAILS
- C3 DETAILS
- EROSION CONTROL, LANDSCAPING AND DETAILS
- C4 STORMWATER POLLUTION PREVENTION PLAN
- C5 STORMWATER POLLUTION PREVENTION PLAN
- G1 GRADING PLAN
- T1 TREE PLAN

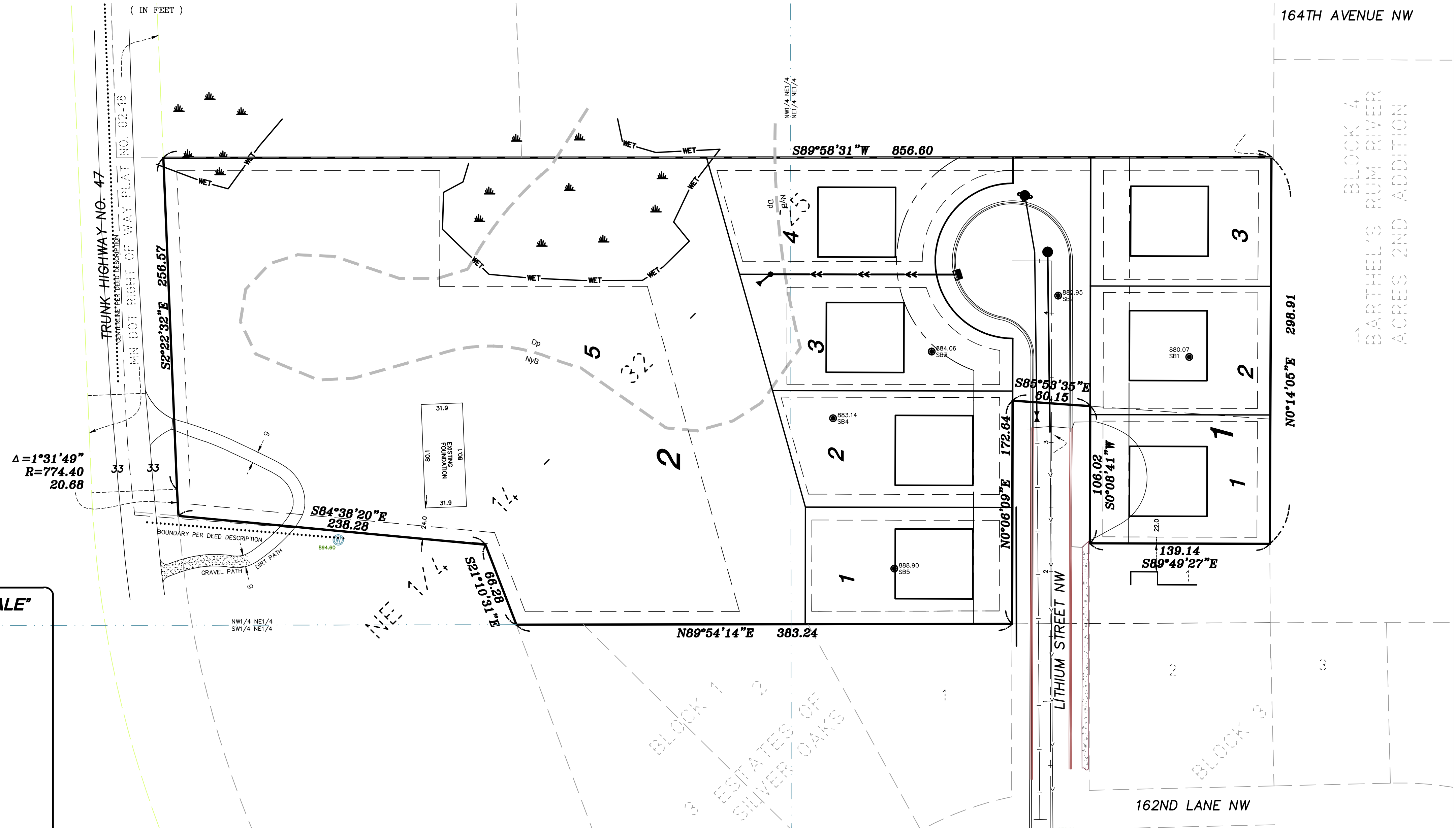
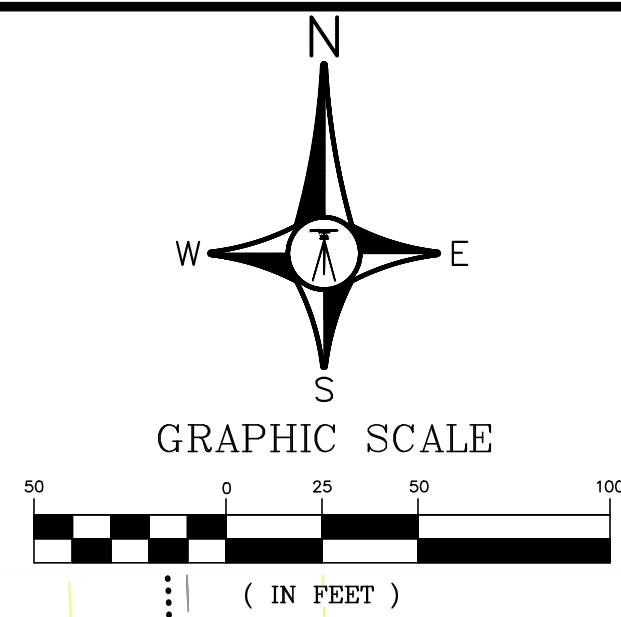
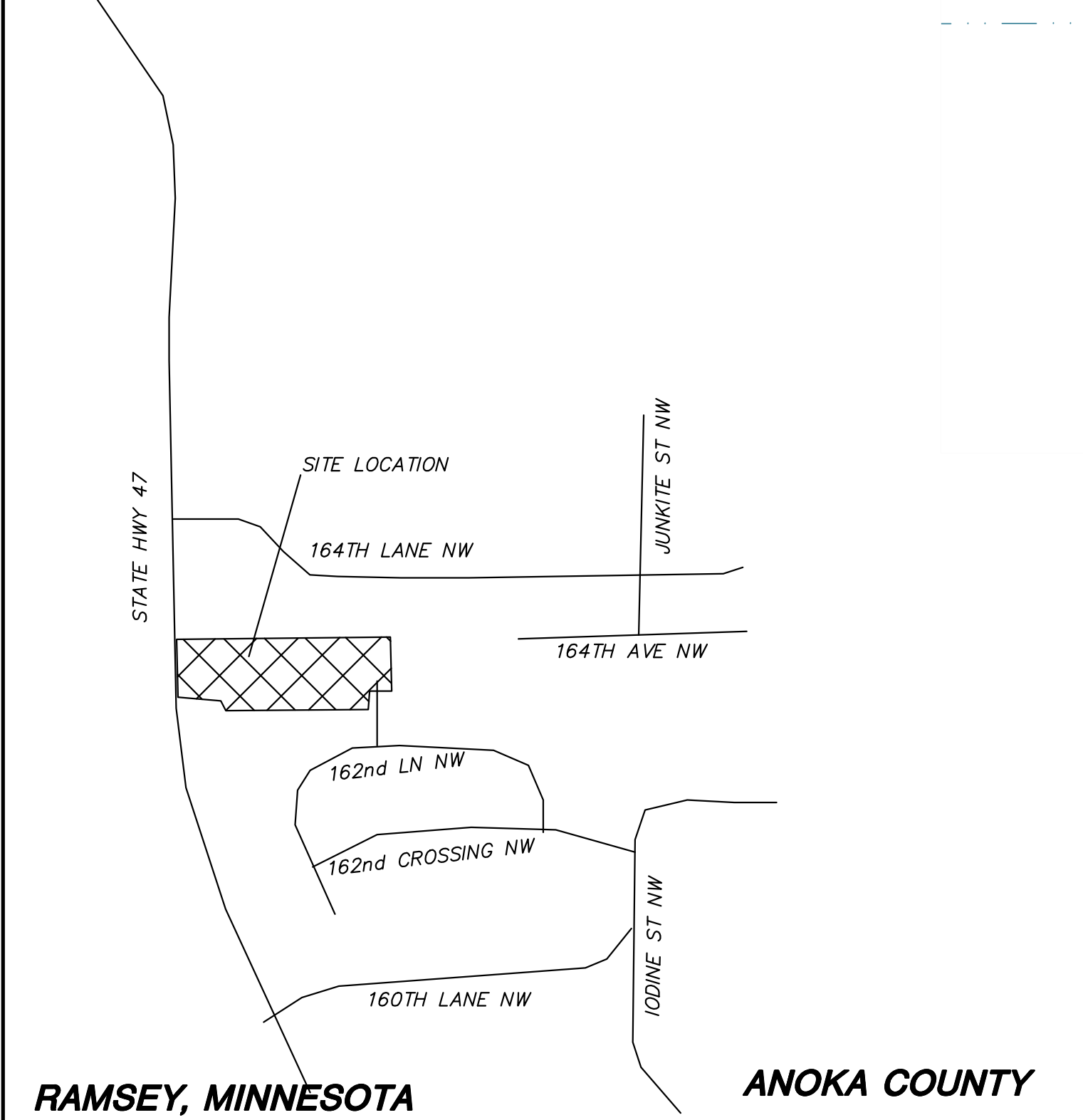
LINE TYPE & SYMBOL LEGEND

-  DENOTES SOIL BORING
-  SETBACK
-  EASEMENT
-  LOT LINE
-  R/W
-  EDGE OF BITUMINOUS CENTERLINE

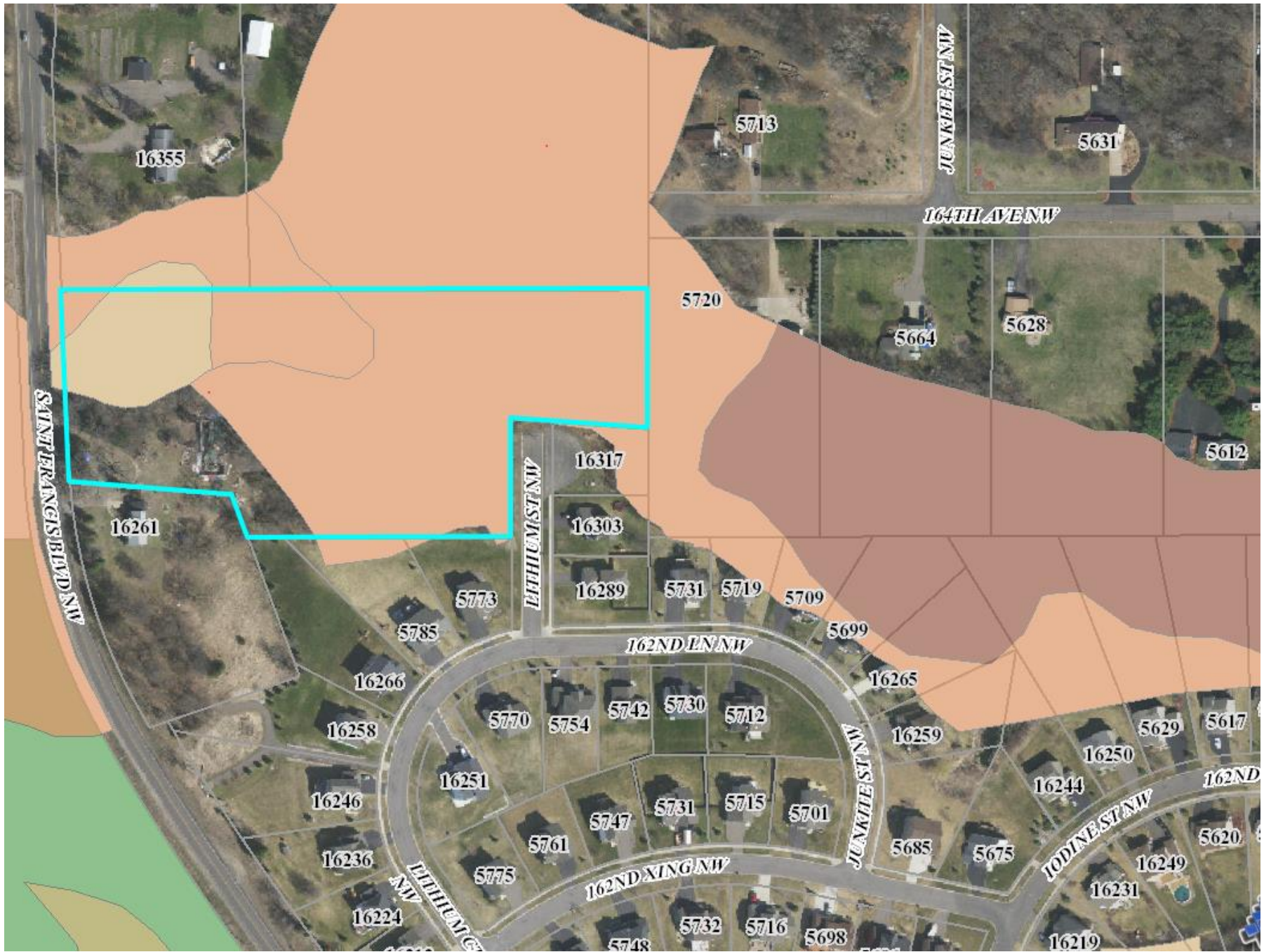
OWNER:
 ROYAL OAKS REALTY
 1000 Co Rd E, Ste 150
 Shoreview, Minnesota 55123
 Phone: (651) 483-5518

LOCATION MAP

"NOT TO SCALE"



DATE	BY	REVISIONS			
5/2/17	BTR	1			RECORDED DRAWING
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5/2/17	BTR	3			
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5/2/17	BTR	103			
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5/2/17					



CITY OF RAMSEY LAND USE APPLICATION
TECHNICAL REVIEW FILE

DATE	MAY 12, 2017	PROJECT ADDRESS	TBD
PROJECT. TITLE	ESTATES OF SILVER OAKS 2 ND ADDITION		
ESCROW #	115698		
DEPARTMENT:	Community Development: Planning Division (Landscape Plan & Environmental Resources)		
TECHNICAL REVIEWER:	Name: Chris Anderson, City Planner Phone: 763-433-9817 Email: canderson@cityoframsey.com		

The project is located east of St. Francis Blvd (TH 47) and north of 162nd Lane. The property is approximately 5.86 acres in size, with a majority of that area dominated by moderate quality oak forest per the City’s Natural Resources Inventory (NRI). Based on the cover type and it’s connection to a larger natural corridor (along with a pedestrian tunnel under the Highway that wildlife can also access), this site seems to be an ideal candidate for the City to work with the Developer to incorporate best management practices and/or conservation design principles, where feasible.



As noted, there is a large population of oak trees on the site and precautions need to be taken to minimize the potential of introducing oak wilt. Even outside the high risk timeframe for oak wilt, an Oak Wilt Management Plan should be prepared to outline what steps will be taken to control and/or limit the spread or introduction of oak wilt.

While the Tree Preservation Plan indicates that 174 trees will be preserved and 153 trees would be removed, there is no calculation as to the total Diameter at Breast Height (DBH) inches on site. The City’s Tree Preservation Ordinance requires at least forty percent (40%) of the DBH inches be retained on site. Based on the information submitted, it cannot be determined if the proposed removals comply with City Code.

We offer the following comments regarding the Tree Preservation Plan, prepared by Roshell Engineering, LLC and dated May 4, 2017:

General Comments

- Plan set is deficient of a Landscape Plan. Each lot shall have two (2) front yard trees installed. Trees shall be at least one (1) inch in diameter (deciduous trees) or five (5) feet in height (coniferous trees). Staff would like to work with the developer to have at least one tree installed in the boulevard area in front of each home.

- Note that each lot, including boulevards, shall be improved with four (4) inches of topsoil meeting the City's topsoil specification across all areas not covered with impervious surfacing. Copies of the load tickets shall be provided to the City and a topsoil inspection shall be completed prior to installation of any landscaping.

Sheet G1:

- Add Tree Save Fencing to this sheet. Tree save fencing shall be installed at the dripline (not the trunk) of trees or around groups of trees.

Sheet T1

- Add column headers to the Trees Saved and Trees Removed tables.
- Add calculation of total DBH inches on site.
- Add calculation of DBH inches to be removed.
- Add calculation of DHB inches to be preserved.
- Add a column to the table to identify the purpose of removing each tree (credit is granted for trees removed for improvements such as stormwater ponds and trails).
- Utilize different symbols for the trees being removed and the trees being preserved.
- Add Tree Save Fencing to this sheet. Tree save fencing shall be installed at the dripline (not the trunk) of trees or around groups of trees.
- Identify on the plan sheet who conducted their inventory and their credentials.

Environmental Policy Board (EPB)

5. 4.

Meeting Date: 05/15/2017

By: Chris Anderson, Community
Development

Information

Title:

Update on Mayors for Monarchs Pledge and Kick-Off Planting

Purpose/Background:

City Staff continues to work on a Mayors for Monarchs Mayoral Pledge Signing event to 'kick-off' the City's pollinator initiative. Staff has met with representatives from the U.S. Fish and Wildlife Service on a potential partnership to complete a pollinator planting project in Lake Itasca Park. The City is aiming for an early June planting event (timing is crucial for the success of the plantings) that would lead into a larger, broader project along the Itasca Trail. While details of this project are still being worked through (date, participants, etc), Staff wanted to provide the Board with a brief update on provide the Monarch Trail Action Plan prepared by the U.S. Fish and Wildlife Service, since it is likely that the initial planting event (planting of plugs to get more exposure initially) will be completed prior to the next EPB meeting.

Action:

No specific action is required.

Attachments

Monarch Trail Planting Plan

Form Review

Inbox

Tim Gladhill

Form Started By: Chris Anderson

Final Approval Date: 05/12/2017

Reviewed By

JoAnn Shaw

Date

05/12/2017 08:11 AM

Started On: 05/11/2017 04:26 PM



Lake Itasca City Park

Monarch Trail Action Plan



Prepared for:

The City of Ramsey, MN

Prepared by:

John Riens

*U.S. Fish and Wildlife Service
Minnesota Private Lands Office*

*434 Great Oak Drive
Waite Park, MN 56387*

Ph: 320-253-4682

May 2017

Background

This document was assembled by the Minnesota Private Lands Office (MNPLO) to guide the restoration and management of the Monarch Trail located on Lake Itasca City Park. This project came into existence as a result of the Mayor of Ramsey signing the Mayors for Monarchs Pledge and expressing a desire for the city to do more to help the iconic species. Through partnerships with the MNPLO and city park staff the trail was designated as an area to provide a native pollinator planting to help the species and other native pollinators while providing education and outreach opportunities to local residents. To accomplish this effort this plan was developed to assist in making this restoration a successful effort. The area to be converted is currently a fallow field and has a history of agricultural production. The tasks provided below are the efforts made by the aforementioned partners to most appropriately convert the existing condition of the area to the desired outcome of a native prairie.

Project Tasks and Timelines

Number	Task	Completed by:	Party
1	Order/Reserve Plant Plugs for Ceremony	5/12/2017	USFWS
2	Stake/Flag Restoration Area	5/19/2017	City
3	Remove Unwanted Trees in Buffer Area	5/26/2017	City
4	Herbicide Application to Restoration Area	5/26/2017	City
5	Mow Restoration Area	5/31/2017	City
6	Sign Landowner Agreement	5/31/2017	City
7	Purchase Native Seed	6/2/2017	USFWS
8	Trail Designation Ceremony	6/2/2017	City/USFWS
9	Disc Restoration Area	6/7/2017	City
10	Plant Seed on Restoration Area	6/9/2017	USFWS/City
11	Maintenance Mow of Restoration Area	6/15/2018	City

Figure 1



Ramsey Park Monarch Trail



0 55 110 220 330 440 Feet

Trail
(2,000 Feet)

Pollinator Buffer
(6.5 Acres)

Produced by:
USFWS MNPLD
434 Great Oak Drive
Waltz Park, MN 55387
(320) 253-4682
Current through 2017

Figure 2



Ramsey Park Un-Wanted Tree Removal



0 62.5 125 250 375 500 Feet

— Trail
(2,000 Feet)

□ Red Cedar and Prickly Ash Removal
(22.5 Acres)

Produced by:
USFWS MNPLD
434 Great Oak Drive
Waite Park, MN 56387
(320) 253-4682
Current through 2017

Project Task Descriptions

Task 1: Order/Reserve Plant Plugs for Ceremony

In order to ensure that adequate and appropriate native plant plugs will be available for the trail designation ceremony the Minnesota Private Lands Office (MNPLO) will be selecting and ordering the plugs by 05/12/2017. The plugs will be reserved and delivered on site for the ceremony on 06/2/2017 by the MNPLO. An estimated 288 plugs will be purchased by MNPLO at the rate of \$1.10 per plug. The list of anticipated species to be selected for the planting are listed below and are dependent on availability.

Grasses	
Common	Scientific
Prairie Brome	<i>Bromus kalmii</i>
Little bluestem	<i>Andropogon scoparius</i>
Sideoats grama	<i>Bouteloua curtipendula</i>
Blue grama	<i>Bouteloua gracilis</i>
Canada wildrye	<i>Elymus canadensis</i>
Green needlegrass	<i>Stipa viridula</i>
Prairie Junegrass	<i>Koeleria macrantha</i>
Indian grass	<i>Sorghastrum nutans</i>
Prairie dropseed	<i>Sporobolus heterolepis</i>
Forbs	
Common Name	Scientific Name
Anise hyssop	<i>Agastache foeniculum</i>
Wild garlic	<i>Allium canadense</i>
Lead plant	<i>Amorpha canescens</i>
Common milkweed	<i>Asclepias syriaca</i>
Butterfly Milkweed	<i>Asclepias tuberosa</i>
Smooth Blue Aster	<i>Aster laevis</i>
Canada milkvetch	<i>Astragalus canadensis</i>
White Wild Indigo	<i>Baptisia alba</i>
New Jersey tea	<i>Ceanothus americanus</i>
Partridge pea	<i>Chamaecrista fasciculata</i>
Stiff tickseed	<i>Coreopsis palmata</i>
White prairie clover	<i>Dalea candida</i>
Purple prairie clover	<i>Dalea purpurea</i>
Showy tick trefoil	<i>Desmodium canadense</i>
Narrow Leaf Purple Coneflower	<i>Echinacea angustifolia</i>
Rattlesnake master	<i>Eryngium yuccifolium</i>
Sawtooth sunflower	<i>Helianthus grosseserratus</i>
Maximilian's sunflower	<i>Helianthus maximiliani</i>
Stiff sunflower	<i>Helianthus pauciflorus</i>
Common ox-eye	<i>Heliopsis helianthoides</i>
Meadow blazingstar	<i>Liatris ligulistylis</i>
Wild Lupine	<i>Lupinus perennis</i>
Wild bergamot	<i>Monarda fistulosa</i>
Spotted beebalm	<i>Monarda Punctata</i>
Slender beardtongue	<i>Penstemon gracilis</i>
Large-flowered beardtounge	<i>Penstemon grandiflorus</i>
Prairie coneflower	<i>Ratibida columnifera</i>
Black-eyed Susan	<i>Rudbeckia hirta</i>
Gray goldenrod	<i>Solidago nemoralis</i>
Stiff goldenrod	<i>Solidago rigida</i>
Ohio Spiderwort	<i>Tradescantia ohiensis</i>
Hoary vervain	<i>Verbena stricta</i>
Golden Alexanders	<i>Zizia aurea</i>

Task 2: Stake/Flag Restoration Area

To provide visualization for the ceremony and provide a work area for the restoration the boundary of the restoration area will be staked and flagged by the City of Ramsey park staff. This will be accomplished no later than 5/19/2017. In general the boundary of the restoration is approximately 100 feet from the paved trail edge except where designated. Please refer to Figure 1 for the above stated outline. A GIS shapefile can be made available for the City of Ramsey upon request. The estimated cost of this task is approximately \$300.00.

Task 3: Remove Unwanted Trees in Buffer Area

In order to ensure a protected investment of the restoration and provide sustainability to the habitat the City of Ramsey or contracted individuals will be conducting a tree removal effort of Eastern Red Cedar (*Juniperus virginiana*) and Prickly Ash (*Zanthoxylum americanum*). In general this removal zone will be approximately 300 feet from the paved trail edge except where designated. Please refer to Figure 2 for the removal area. A GIS shapefile can be made available for the City of Ramsey upon request. The City of Ramsey will use a combination of mechanical and chemical treatments to properly remove the above targeted species. Species are to be removed by 5/26/2017. The estimated cost of this task is approximately \$2,000.00

Task 4: Herbicide Application to Restoration Area

To prepare the restoration area for a planting effort the site must first have a herbicide application applied to it. This is necessary in order to eliminate any competitive non-desired species before planting. The city of Ramsey or contracted individuals will be applying a glyphosate based product to the targeted area designated in Figure 1. This herbicide application is due to be applied by 5/26/2017. The estimated cost of this task is approximately \$1,200.

Task 5: Mow Restoration Area

Following a minimum of 5 days of the herbicide application a mowing of the restoration area will be conducted by the City of Ramsey or contracted individuals. This is necessary in order to prepare the restoration area for disking. This task is to be accomplished no later than 5/31/2017. The estimated cost of this task is approximately \$200.00.

Task 6: Sign Landowner Agreement

During this process and following the scheduled city board meeting it is imperative that the Landowner Agreement which is attached in a separate document is signed, dated, and returned with associated documents to MNPLO staff for processing. The agreement is necessary in order to purchase the seed for the restoration planting. The agreement must be returned no later than 5/31/2017 by close of business day. The details of the agreement are labeled in the agreement itself. Do not hesitate to contact the MNPLO staff for further details.

Task 7: Purchase Native Seed

Following the receipt of the Landowner Agreement and Associated documents the MNPLO will be selecting and ordering the appropriate native seeds by 6/2/2017. The seeds will be reserved and delivered on site for the day of the planting on 6/9/2017 by the MNPLO. An estimated \$650.00 an acre will be used to purchase the appropriate amount of seed for the 6.5 acres with the addition of seed oats for a nursery crop. The total anticipated investment by the MNPLO will be \$4,225.00 and is dependent on seed availability. Listed below is a list of potential species to be selected.

Grasses	
Common	Scientific
Prairie Brome	<i>Bromus kalmii</i>
Little bluestem	<i>Andropogon scoparius</i>
Sideoats grama	<i>Bouteloua curtipendula</i>
Blue grama	<i>Bouteloua gracilis</i>
Canada wildrye	<i>Elymus canadensis</i>
Green needlegrass	<i>Stipa viridula</i>
Prairie Junegrass	<i>Koeleria macrantha</i>
Indian grass	<i>Sorghastrum nutans</i>
Prairie dropseed	<i>Sporobolus heterolepis</i>
Forbs	
Common Name	Scientific Name
Anise hyssop	<i>Agastache foeniculum</i>
Wild garlic	<i>Allium canadense</i>
Lead plant	<i>Amorpha canescens</i>
Common milkweed	<i>Asclepias syriaca</i>
Butterfly Milkweed	<i>Asclepias tuberosa</i>
Smooth Blue Aster	<i>Aster laevis</i>
Canada milkvetch	<i>Astragalus canadensis</i>
White Wild Indigo	<i>Baptisia alba</i>
New Jersey tea	<i>Ceanothus americanus</i>
Partridge pea	<i>Chamaecrista fasciculata</i>
Stiff tickseed	<i>Coreopsis palmata</i>
White prairie clover	<i>Dalea candida</i>
Purple prairie clover	<i>Dalea purpurea</i>
Showy tick trefoil	<i>Desmodium canadense</i>
Narrow Leaf Purple Coneflower	<i>Echinacea angustifolia</i>
Rattlesnake master	<i>Eryngium yuccifolium</i>
Sawtooth sunflower	<i>Helianthus grosseserratus</i>
Maximilian's sunflower	<i>Helianthus maximiliani</i>
Stiff sunflower	<i>Helianthus pauciflorus</i>
Common ox-eye	<i>Heliopsis helianthoides</i>
Meadow blazingstar	<i>Liatris ligulistylis</i>
Wild Lupine	<i>Lupinus perennis</i>
Wild bergamot	<i>Monarda fistulosa</i>
Spotted beebalm	<i>Monarda Punctata</i>
Slender beardtongue	<i>Penstemon gracilis</i>
Large-flowered beardtounge	<i>Penstemon grandiflorus</i>
Prairie coneflower	<i>Ratibida columnifera</i>
Black-eyed Susan	<i>Rudbeckia hirta</i>
Gray goldenrod	<i>Solidago nemoralis</i>
Stiff goldenrod	<i>Solidago rigida</i>
Ohio Spiderwort	<i>Tradescantia ohioensis</i>
Hoary vervain	<i>Verbena stricta</i>
Golden Alexanders	<i>Zizia aurea</i>

Task 8: Trail Designation Ceremony

On 6/2/2017 the City of Ramsey, MNPLO, and associated partners will be participating in a designation ceremony for the Monarch Trail. All events to be included are yet to be determined. However, there will be an educational native plug planting exercise conducted with local youth volunteers. Other activities/events to be conducted will be communicated once finalized.

Task 9: Disc Restoration Area

Following the ceremony a disking of the restoration area will be conducted by the City of Ramsey or contracted individuals. This is necessary in order to prepare the restoration zone for seeding. A chisel plow and disking may be necessary in order to properly prepare the site. Please contact MNPLO for further guidance as to what will be expected for this preparation. This task is due to be accomplished no later than 6/7/2017. The estimated cost of this task is approximately \$350.00.

Task 10: Plant Seed on Restoration Area

After disking and appropriate settlement the restoration area will be seeded with the aforementioned mix of diverse native seeds. The MNPLO in cooperation with staff from the Crane Meadows National Wildlife Refuge will be conducting the planting with a Trillion Seeder on 6/9/2017 if weather permits. The estimated cost to the MNPLO for this task is approximately \$250.00

Task 11: Maintenance Mow of the Restoration Area

In 2018, it is anticipated that a maintenance mowing will be required to limit the proliferation of any unwanted plants over the restoration area. This will be conducted by the City of Ramsey or contracted individuals. This task is due to be accomplished no later than 5/31/2017 and would be preferred much earlier as to not disrupt any nesting bird species. This mowing may or may not be needed. It is advised that the City of Ramsey contact the MNPLO for guidance prior to accomplishing this task. The estimated cost of this task would be approximately \$200.00.

Estimated Budget

Object Class Categories ^a	Partners				
	Landowner	USFWS Partners Program	USFWS Other Programs	Other Non-USFWS	Totals
Personnel	\$	\$	\$	\$	\$
Fringe benefits	\$	\$	\$	\$	\$
Travel	\$	\$	\$	\$	\$
Equipment	\$	\$	\$	\$	\$
Supplies	\$50.00	\$4,541.80	\$	\$	\$4591.80
Contractual	\$3,550.00	\$	\$	\$	\$3,550.00
Other - In-Kind	\$1,650.00	\$250.00	\$	\$	\$2,000.00
Other	\$	\$	\$	\$	\$
Totals	\$5,250.00	\$4,791.80	\$	\$	\$10,041.80

^a The total cost-share by the Cooperator, Service and Landowner must remain the same, however allocations by category may be redistributed upon prior approval by the Service

Any work to be completed may be modified with the mutual agreement of the aforementioned parties.

Budget Narrative:

Supplies:

Prairie Plugs - \$316.80 (USFWS)
 Prairie Seed - \$4,225.00 (USFWS)
 Stakes/Flagging - \$50.00 (City of Ramsey)

Services:

Staking/Flagging - \$250.00 (City of Ramsey) "In-Kind"
 Tree/Shrub Removal - \$2,000.00 (City of Ramsey)
 Herbicide Application - \$1,200.00 (City of Ramsey)
 Site Preparation Mowing - \$200.00 (City of Ramsey) "In-Kind"
 Site Preparation Disking - \$350.00 (City of Ramsey)
 Prairie Planting - \$250.00 (MNPLO) "In-Kind"

Maintenance

Maintenance Mow – \$200.00 (City of Ramsey) "In-Kind"
 Anticipated Additional Maintenance throughout the Contract - \$1,000.00 (City of Ramsey) "In-Kind"

Total Project Cost: \$10,041.80